

**TOWN OF DARIEN
BOARD OF SELECTMEN
REGULAR MEETING
SEPTEMBER 10, 2012**

ATTENDANCE: 1st Selectman Stevenson; David Campbell; Gerald Nielsen;
David Bayne; John Lundeen

STAFF: Karl Kilduff, Administrative Officer

OTHER: Dot Kelly; Tom Dunn, Registrar of Voters;
Susan Swiatek, Director of Parks & Recreation

CALL TO ORDER

1st Selectman Stevenson called the meeting to order at 7:45 p.m.

FIRST SELECTMAN'S REPORT

1st Selectman Stevenson thanked Mr. Lundeen and Mr. Nielsen for acting on her behalf while she was out of town.

She then mentioned that she was sorry to hear of Mr. Michael Tone's resignation from the EPC. She thanked him for his 5 years of service.

1st Selectman Stevenson noted that the Darien schools are off to a good start and she wished all the school staffs a great year.

She said that earlier in the evening, she had attended the 9/11 Memorial Service at Sherwood Island State Park in Westport. She mentioned that the town of Darien's 9/11 Memorial Service will be held on Tuesday, September 11, 2012 at 8:30 a.m. behind Middlesex Middle School and invited all to attend. She asked everyone to take a moment to thank all of the men and women still in service for our country.

ADMINISTRATIVE OFFICER'S REPORT

Mr. Kilduff said approval from the State has been received for the STEAP grant funding and said the State's support and cooperation is appreciated in moving this project forward. He said they are close to making an award on the fire training facility project. He also mentioned that he will be having a meeting with the designer of the annual report to discuss design phases and ways to bring the project costs down.

**** MR. NIELSEN MOVED TO AMEND THE AGENDA TO RECEIVE A
REPORT FROM THE REGISTRAR OF VOTERS, UNDER NEW BUSINESS,**

**ITEM “A”, AND TO DISCUSS AND TAKE ACTION ON THE
APPOINTMENT OF A DHA COMMISSIONER.**

**** MR. BAYNE SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

PUBLIC COMMENT

Dot Kelly, 6 Lake Avenue, thanked the Board of Selectmen for their service. She mentioned the effort to transfer trash into musical material. She mentioned single stream recycling, which would be a huge change to the town's current method of recycling. She said a committee would need to be formed to help the Public Works Department look to the major education issues. Further recycling efforts could include construction material, mattresses, etc, which currently are not items allowed to be recycled. She mentioned Susan Cameron, who was in the audience, as being involved in this effort. She said the Public Works Committee of the RTM asked her to present this information to the Board of Selectmen this evening because they are considering taking up single stream recycling in addition to the plastic bag ordinance.

NEW BUSINESS

a) Report from Tom Dunn, Registrar of Voters

Mr. Tom Dunn, Registrar of Voters, presented a copy of the district map and said that some changes had recently taken place to the district map after being received by the State. He said the error occurred in the northwest corner, which had a net result of changes being made to 7 streets and 165 voters being redistricted. Five streets were changed from District #3 to District#1. Two streets were split, which are Inwood Road and Hollow Tree Ridge Road. Hunt Road, Cherry Lane, Crooked Mile Road, Rockwell Road and Timber Lane Road are being changed to District #1. District #1 will now have 2,129 voters; District #2 will remain unchanged at 2,088 voters; District #3 will have 1,982 voters; District #4 will remain unchanged at 2,009 voters; District #5 will remain unchanged at 2,102; and District #6 will remain unchanged at 2,116 voters. He said Districts 1, 5 and 6 have the variation of the maximum of 20 voters, and he said the Town Clerk said that four districts have 17 members and two districts have 16 members. He said he is hopeful that this layout can stay in place for the next 10 years. He said that this affects the State Representative Terry Woods' district, which now will have the 165 voters being transferred back in. He said he would not seek re-election in November. Mr. Bayne thanked him for his service to the Town.

b) Discuss and Take Action on Appointment of Peter Bigelow as Commissioner of the DHA for a term beginning on July 1, 2012 and ending on June 30, 2017.

1st Selectman Stevenson said Mr. Bigelow would be replacing Jan Perret. She thanked Ms. Perret for her hard work and apologized to her for putting her in a bad spot. She welcomed Mr. Bigelow's appointment.

**** MR. LUNDEEN MOVED TO APPROVE THE APPOINTMENT OF PETER BIGELOW AS COMMISSIONER OF THE DHA FOR A TERM BEGINNING ON JULY 1, 2012 AND ENDING ON JUNE 30, 2017.**

**** MR. CAMPBELL SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

c) Discuss and Take Action on Approval for the JR Forever 5th Annual Memorial Walk on October 14, 2012

**** MR. CAMPBELL MOVED TO APPROVE THE BOARD OF SELECTMEN OF THE TOWN OF DARIEN HEREBY GRANTS PERMISSION FOR THE JR FOREVER 5TH ANNUAL MEMORIAL WALK ON OCTOBER 14, 2012 SUBJECT TO THE REQUIREMENTS OF THE DARIEN POLICE DEPARTMENT AND PARKS & RECREATION DEPARTMENT.**

**** MR. LUNDEEN SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

d) Discuss and Take Action on Resolution Approving Administrative Group and Elected Officials Pay Plan for FY 2012-13

**** MR. NIELSEN MOVED TO APPROVE THE RESOLUTION ADOPTING ADMINISTRATIVE GROUP AND ELECTED OFFICIALS PAY PLAN FOR FY 2012-13**

WHEREAS, THE TOWN OF DARIEN EVALUATES THE WORK PERFORMANCE OF ITS NON-BARGAINING UNIT ADMINISTRATORS TO DEVELOP THE ANNUAL PAY PLAN FOR THESE EMPLOYEES. NOW THEREFORE BE IT RESOLVED THAT THE TOWN OF DARIEN PAY PLAN FOR ELECTED OFFICIALS, ADMINISTRATIVE GROUP POSITIONS AND PART-TIME EMPLOYEES BE ADOPTED IN ACCORDANCE WITH THE ATTACHED SHEET ENTITLED "ADMINISTRATIVE GROUP PAY PLAN FOR FY 2012-13"; BE IT FURTHER RESOLVED THAT THE FIRST SELECTMAN IS AUTHORIZED TO ADJUST WAGES OF INDIVIDUAL EMPLOYEES EFFECTIVE JULY 1, 2012 CONSISTENT WITH SUCH PLAN AND PERFORMANCE EVALUATIONS AS RECOMMENDED BY THE ADMINISTRATIVE OFFICER AND DISCUSSED WITH THE MEMBERS OF THE BOARD OF SELECTMAN.

**** MR. BAYNE SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

d) Discuss Sidewalk Installation Policy

1st Selectman Stevenson said she has received comments back from the Selectman regarding the Sidewalk Installation Policy. Discussion took place regarding the point scale, and it was agreed that the point scale would be eliminated, and the process would then be on a yes/no basis. It was further agreed to appoint an Advisory Committee, with 1st Selectman Stevenson requesting that one Selectman handle the responsibilities. It was agreed that a clean copy of the Sidewalk Installation Policy be provided at the next meeting for a vote.

e) Discuss Mather Center General Use Policy

Ms. Sue Swiatek, Director of Parks & Recreation, presented information on the Mather Center General Use Policy. She said the Parks & Recreation Commission was charged with taking responsibility for the Senior Center three years ago. This new phase ahead includes getting them into a better suited facility. The new facility is more of a community based center and more than just a Senior Center. Two documents have been drafted; one is a General Use Policy, and the second is a House Regulations memo. She mentioned that Ms. Beth Paris, Director of the Senior Center, and Mr. Joe Pankowski, a member of the Commission on Aging, helped craft the documents. She said the documents were modeled after the Glastonbury, CT and Groton, CT facilities. These two facilities are community based centers. A fee schedule was discussed. More discussion took place on center usage, hours of operation, cleaning and custodian issues, insurance policies, kitchen use, etc. Ms. Swiatek agreed to provide the Selectmen with a copy of the Weed Beach Warming Hut Usage Policy, which the Parks & Recreation Commission drafted, and which some of the Mather Center General Use Policy was modeled after. She said that the targeted opening date for the Mather Center is September, 2013.

f) Transfers

Public Works

RESOLVED:

That the following transfer of appropriations is approved for referral to the Board of Finance:

From:

<u>Acct. No</u>	<u>Account</u>	<u>Amount</u>
10441014-912013	Radio Station	
	Modernization	\$ 11,391
	TOTAL	\$ 11,391

To:

<u>Acct. No</u>	<u>Account</u>	<u>Amount</u>
30441014-910050	PW Equipment	

Replacement Reserve	\$ 11,391
TOTAL	\$ 11,391

- ** MR. BAYNE MOVED TO APPROVE THE TRANSFER OF \$11,391 FROM THE RADIO STATION MODERNIZATION ACCOUNT TO THE PW EQUIPMENT REPLACEMENT RESERVE ACCOUNT.**
- ** MR. CAMPBELL SECONDED.**
- ** MOTION PASSED UNANIMOUSLY.**

AGENDA REVIEW

1st Selectman Stevenson said that they will have the revised Sidewalk Policy to vote on as well as a Building Committee update.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Regular Meeting of August 20, 2012

The changes to the Regular Meeting of August 20, 2012 are as follows:

On page 1, under 1st SELECTMAN'S REPORT, 4th paragraph, change "to one of the Town groups" to "to the residents of Atria".

- ** MR. BAYNE MOVED TO APPROVE THE MINUTES OF THE REGULAR MEETING OF AUGUST 20, 2012 AS AMENDED.**
- ** MR. LUNDEEN SECONDED.**
- ** MOTION PASSED WITH THREE (3) VOTES IN FAVOR (BAYNE, LUNDEEN, STEVENSON) AND TWO (2) VOTES ABSTAINED (CAMPBELL, NIELSEN).**

FORTHCOMING MEETINGS

September 11, 2012	Board of Education Regular Meeting at 7:30 p.m.
September 18, 2012	Board of Finance Regular Meeting at 7:30 p.m.
September 18, 2012	Planning & Zoning Commission Public Hearing at 8:00 p.m.
September 19, 2012	Parks & Recreation Commission Regular Meeting at 7:30 p.m.
September 24, 2012	Board of Selectmen Regular Meeting at 7:45 p.m.
September 24, 2012	RTM Regular Meeting at 8:00 p.m.

OTHER BUSINESS (Any items added to the agenda require a two-thirds vote.)

ADJOURNMENT

- ** MR. NIELSEN MOVED TO ADJOURN.**

**** MR. LUNDEEN SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 8:36 p.m.

Respectfully submitted,

Carolyn Marr
Telesco Secretarial Services